

**Constitution and  
Laws  
OF THE  
GRAND CHAPTER  
of  
SASKATCHEWAN  
O.E.S.**



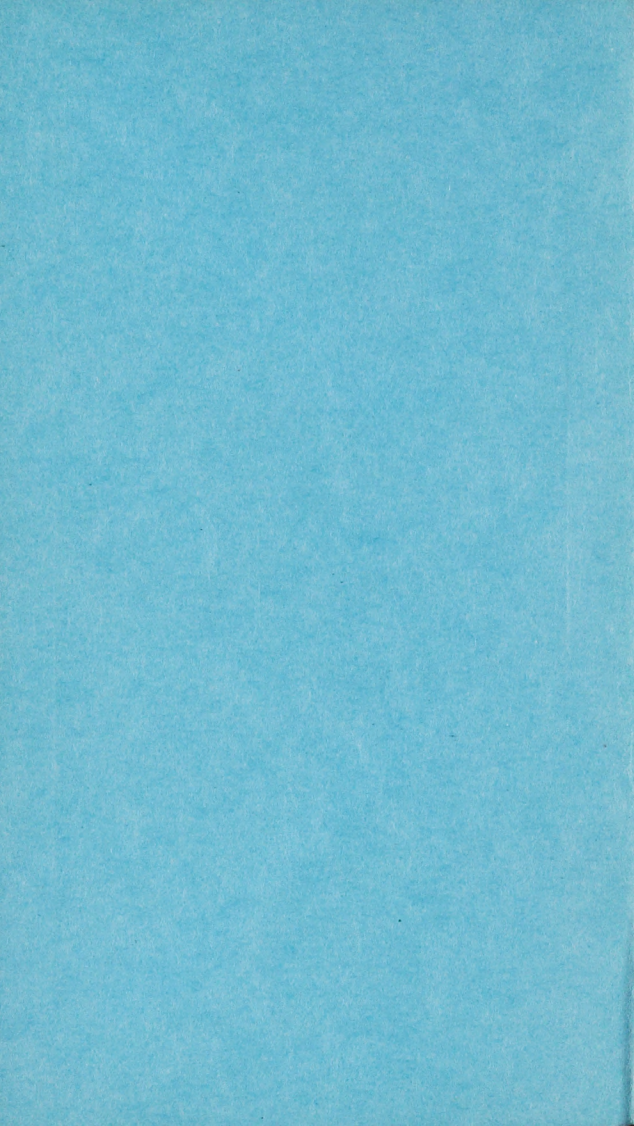
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1916-1958

# **Constitution and Laws**

## **OF THE**

### **GRAND CHAPTER OF SASKATCHEWAN**

#### **ORDER OF THE EASTERN STAR**

●

WHEREAS, every Grand Chapter of the Order of the Eastern Star, when legally organized by a convention of delegates from not fewer than ten Subordinate Chapters within the boundaries of the Province, regularly assembled, possess the inherent power to form a constitution as the fundamental law of this perpetual action, and to enact such rules and to prescribe such regulations for establishing Subordinate Chapters as will ensure the prosperity thereof, and promote the general good of the Order; the Grand Chapter of Saskatchewan does hereby adopt, establish and promulgate the following constitution for its government, and does make and ordain the following Rules and Regulations for the government of Subordinate Chapters under its jurisdiction.

#### **ARTICLE I**

##### **Title**

This Grand Chapter, incorporated March 24th, 1952, shall be known as the Grand Chapter of Saskatchewan, Order of the Eastern Star, and shall have jurisdiction over Subordinate Chapters, and all matters pertaining to the Welfare of the Order within the Province of Saskatchewan.

#### **ARTICLE II**

##### **Of Whom It Consists**

The Grand Chapter shall consist of a Worthy Grand Matron, Worthy Grand Patron, Associate Grand Matron, Associate Grand Patron, Grand Secretary, Grand Treasurer, Grand Conductress, Associate Grand Conductress, three Grand Trus-

tees, Grand Chaplain, Grand Marshal, Grand Organist, Grand Adah, Grand Ruth, Grand Esther, Grand Martha, Grand Electa, Grand Warder and Grand Sentinel; affiliated Past Matrons and Past Patrons as shall have presided over a duly constituted Chapter, and all Worthy Matrons, Worthy Patrons, Associate Matrons and Associate Patrons (or their legally appointed proxies) of Chartered Chapters, and all Worthy Matrons, Worthy Patrons, Associate Matrons and Associate Patrons, if personally present, of Chapters under Dispensation in this jurisdiction.

### **ARTICLE III**

#### **Powers of the Grand Chapter**

This Grand Chapter declares its allegiance to the General Grand Chapter, Order of the Eastern Star, so far as pertains to the Constitution, Landmarks, Ritual, Obligation, Degrees, Lectures, Installations and Funeral Services; but this Grand Chapter shall be supreme in all matters pertaining to its internal affairs, and shall have the sole and exclusive right to superintend and govern all Chapters of the Order in the Province of Saskatchewan; to grant Dispensations and Charters for forming and holding new Chapters and to extend and revoke the same; to enact laws, rules and regulations; issue edicts and amend or repeal the same; to discipline, censure or suspend members; annul Chapters for wilful violation or infringement of the Ritual or Constitution, laws and edicts of this Grand Chapter; to decide appeals from Subordinate Chapters or members thereof; to assess and collect from the several Subordinate Chapters such fees and sums as these laws require or as this Grand Chapter may from time to time order, and to exercise all the rights of sovereignty within the limits of its jurisdiction, subject to the Ritual and its own Constitution and Laws. In the event of any conflict between the General Grand Chapter Constitution and any

statute, regulation, decision or any portion of the Ritual, the General Grand Chapter Constitution shall govern and be and remain the supreme law of this Grand Chapter.

## **ARTICLE IV**

### **Session**

Section 1. The Annual Session of this Grand Chapter shall be held on the last Monday in April in each year, commencing at eight o'clock in the evening, at such place as may be decided on at the previous Annual Session. All times shall be the one prevailing in the City where Grand Chapter meets.

Section 2. Special Sessions may be called by the Worthy Grand Matron, or, in her absence or disability, by the Associate Grand Matron at such time or place as in her opinion the interests of the Order may require; provided that each Chapter in this Jurisdiction shall be notified in writing at least thirty days previous to such called Session, and no business except such as shall be specified in the call shall be transacted at such called Session.

Section 3. Fiscal year of this Grand Chapter shall commence on March 1st and end February 28th.

## **ARTICLE V**

### **Quorum**

Twenty-five members representing ten Subordinate Chapters, together with one of the first four Grand Officers, when legally called, shall constitute a quorum for the transaction of business.

## **ARTICLE VI**

### **Representatives and Proxies**

Section 1. Every Chartered Chapter shall be entitled to four (4) votes. The Worthy Matron, Worthy Patron, Associate Matron and Associate Patron, each having one vote (1). A voting offi-

cer not present may appoint a proxy; giving the credential properly signed and sealed to any member in good standing in the Chapter, which said officer represents.

Section 2. All Worthy Matrons, Worthy Patrons, Associate Matrons and Associate Patrons of U.D. Chapters in this Jurisdiction if personally present, are entitled to one vote each.

Section 3. Each Past Matron and Past Patron, who is in good standing in a Subordinate Chapter in this Jurisdiction shall be entitled to one vote if personally present.

## **ARTICLE VII**

### **Election of Grand Officers**

Section 1. (a) The Worthy Grand Matron, Worthy Grand Patron, Associate Grand Matron, Associate Grand Patron, Grand Secretary, Grand Treasurer, Grand Conductress, Associate Grand Conductress and Grand Sentinel shall be elected separately by a majority of the ballots cast.

(b) Any member of Grand Chapter in good standing and present at the Grand Session is eligible for election as a Grand Trustee.

Section 2. The Grand Trustees shall be elected by ballot; at the first election the candidate receiving the highest number of votes shall be elected to serve for three years; the second highest for two years and the third highest for one year. Thereafter, at each annual session one trustee shall be elected by a majority of the votes cast to serve for three years. In the event of there being more than one vacancy in any year separate ballots shall be taken to fill each such vacancy, candidates to be elected by a majority of the ballots cast.

Section 3. The Worthy Grand Matron shall appoint all other Grand Officers.

Section 4. A Past Matron and Past Patron in good standing in this Grand Jurisdiction, and present at the Grand Session, shall be eligible for

an office in Grand Chapter. The Worthy Grand Matron and Worthy Grand Patron shall not succeed themselves in office.

Section 5. Registration for the first ballot shall close at 9:00 a.m. on the second day, and the Credential Committee shall make their report at 9:30 a.m. of the same day. Immediately thereafter the balloting for the election of officers shall commence.

Section 6. Registration for subsequent ballots shall close at 12:30 p.m. of the second day and the Credential Committee shall at the opening of that day's afternoon session, make their final report for balloting. Subsequent ballots shall then be taken as required.

Section 7. A member eligible for an office in Grand Chapter, upon receiving the required number of votes shall be declared elected.

Section 8. In case of the death or permanent disability of any Grand Chapter Officer or of any member of a standing committee during the recess of Grand Chapter, the Worthy Grand Matron may appoint a competent member of the Grand Chapter to fill the vacancy until the next annual session.

## **ARTICLE VIII**

### **Installation**

A complete corps of officers must be installed and it shall be the prerogative of the retiring Worthy Grand Matron to install the officers or delegate this duty to a General Grand Chapter Officer, or a Past Grand Matron or a Past Grand Patron.

## **ARTICLE IX**

### **Duties and Prerogatives of Grand Officers**

#### **Worthy Grand Matron**

Section 1. The Worthy Grand Matron shall possess all the powers and prerogatives conferred by the Ritual, landmarks, laws and usages of the Order, viz.;

(A) She shall open and preside at all sessions of the Grand Chapter or request the Worthy Grand Patron to do so.

(B) She may appoint all committees on behalf of the Grand Chapter, unless otherwise provided.

(C) She shall have direction and supervision over all the Grand Officers with the exception of the Worthy Grand Patron, in the discharge of their respective duties in accordance with the Ritual and the Constitution and Laws. She may request the advice and assistance of any member of Grand Chapter.

(D) She shall decide all questions of laws, custom or usage, submitted to her by Grand Officers, Elected Officers of Subordinate Chapters, Chapters under seal, or of a member appealing from a decision of Chapter and report same to the Grand Chapter; and until the next session of the Grand Chapter such decision shall have the force of law, but not longer, unless approved by the Grand Chapter.

(E) She shall, in conjunction with the Worthy Grand Patron, sign all Charters for Subordinate Chapters, and the Charters shall be delivered by her or her Deputy, at the time the Chapter is constituted.

(F) She shall have the power to grant special Dispensations for all purposes which in her judgment may seem expedient or correct and in accordance with these laws, except to Chapters under Dispensation.

(G) She may convene a Subordinate Chapter at any time, preside therein in person or by Deputy, inspect its proceedings and work, and require conformity to the Ritual, Laws, Rules and Regulations of this Grand Chapter; provided, that no Chapter shall convene on Sunday except for memorial or funeral purposes.

(H) She may suspend the Worthy Matron, Worthy Patron, or any officer from office in a Subordinate Chapter, withdraw or suspend the

Charter of a Chapter, but in all cases she shall report fully her reasons for such action at the next annual session. Such suspension shall not extend beyond her term of office, unless the Grand Chapter so directs.

(I) She shall report to the Grand Chapter at its annual session all her official acts during the preceding year, with such suggestions and recommendations as she may deem necessary, and furnish a copy of said report to the Chairman and members of the Jurisprudence Committee and the Worthy Grand Patron, Associate Grand Matron, Associate Grand Patron and Grand Secretary at least fifteen (15) days prior to convening of Grand Chapter.

(J) She may appoint such special Deputies as in her judgment are required, providing said Deputies are members of this Grand Chapter. In the appointment of such Deputies, she shall definitely prescribe their powers and duties, and their commissions shall expire after said duties are performed.

(K) She may appoint Grand Representatives for Saskatchewan, near other Grand Chapters and recommend the appointment of Grand Representatives from other Grand Jurisdictions near the Grand Chapter of Saskatchewan. Only members of this Grand Chapter are eligible, and they shall be appointed for a term of three years.

(L) She shall be provided with an official seal, bearing the words "Worthy Grand Matron of Saskatchewan," with which she shall authenticate all official documents issued by her. Any document not bearing the seal shall be deemed her individual and not official act.

(M) All necessary expenses in connection with official duties of the Worthy Grand Matron or her deputies shall be paid by the Grand Chapter, a detailed statement of the same shall be submitted to the Finance Committee for approval, ten days prior to the Annual Session.

(N) In all cases when the Worthy Grand Matron leaves the Province she shall place her office in the hands of the Associate Grand Matron. In case both are absent at the same time, the office shall be placed in charge of the Worthy Grand Patron, who shall possess all the Powers and perform the duties of the Worthy Grand Matron during the absence of such officers.

(O) She is ex-officio member of all Committees.

(P) This Grand Jurisdiction shall be divided into Districts. At the request of the majority of the Chapters in any one of such Districts, the Worthy Grand Matron shall call a District Meeting other than the Annual District Meeting, and shall preside thereat in person or by Deputy.

### **Worthy Grand Patron**

Section 2. (A) The Worthy Grand Patron shall assist and advise the Worthy Grand Matron in the discharge of her duties. He shall preside at the Grand Chapter Sessions whenever called upon to do so by the Worthy Grand Matron, and in the absence of both the Worthy Grand Matron and the Associate Grand Matron, he shall call the Grand Chapter to order and appoint some Past Grand Matron pro tem.

(B) He shall sign, in conjunction with the Worthy Grand Matron, all Charters granted and issued to Chapters by the Grand Chapter.

(C) He shall, after due and proper consultation with the Charters and Dispensation Committee, issue all Dispensations to institute new Chapters and institute same either in person or by a Deputy, who must be a present or Past Patron. He shall render all decisions for Chapters while under Dispensation.

(D) The Worthy Grand Patron or his Deputy shall inspect the Chapter at least one month previous to the date set for constituting, and shall assure the Worthy Grand Matron in writing that

the U.D. Chapter has been legally instituted, its books in order, its officers proficient in their duties and that the Grand Chapter has authorized the issuing of a charter when all legal requirements are in order.

(E) All necessary expenses of the Worthy Grand Patron, or his appointed Deputy, shall be paid by the Grand Chapter, upon submission to and approval of the Finance Committee, of a detailed statement of the same, ten days prior to the Annual Session.

(F) He shall furnish a copy of his report to the Chairman and members of the Jurisprudence Committee, the Worthy Grand Matron, Associate Grand Matron, Associate Grand Patron and Grand Secretary at least fifteen (15) days prior to convening of Grand Chapter.

(G) He shall be ex-officio member of all committees.

### **Associate Grand Matron**

Section 3. The Associate Grand Matron shall assist the Worthy Grand Matron in the discharge of her duties, be subject to the Order of the Grand Chapter and her superior officers, and in the case of the death, absence or disability of the Worthy Grand Matron, she shall assume her powers and prerogatives, and discharge her duties.

### **Associate Grand Patron**

Section 4. The Associate Grand Patron shall assist the Worthy Grand Patron in the discharge of his duties; be subject to the orders of his superior officers and the Grand Chapter; and in the case of the death, absence or disability of the Worthy Grand Patron shall assume his duties.

### **Grand Secretary**

Section 5. The Grand Secretary shall record all the transactions of the Grand Chapter. She shall superintend the preparation and printing of the annual proceedings and supply copies to all

persons entitled thereto approximately ninety days after the adjournment of Grand Chapter.

(A) She shall receive, duly file and safely keep all papers, books, documents, paraphernalia and other properties of the Grand Chapter, unless otherwise provided in these laws. The rental charges for safety deposit vault shall be paid out of the general fund of Grand Chapter.

(B) Under the direction of the Grand Chapter the Worthy Grand Matron and Worthy Grand Patron, she shall conduct the correspondence of the Grand Chapter, including the issuance of circulars, memorials, invitations, programs and notices of special meetings to each Chapter, Grand Officer, Past Grand Matron and Past Grand Patron in this Grand Jurisdiction.

(C) She shall keep the seal of the Grand Chapter and affix the same with attestations to all instruments emanating from the Grand Chapter.

(D) She shall collect all moneys due the Grand Chapter and keep a correct account thereof in books prescribed for that purpose, remitting all funds to the Grand Treasurer, and report at each annual session a detailed account of all moneys received during the year, with a statement showing whence derived, together with the receipts of the Grand Treasurer. The Grand Secretary shall issue vouchers on the Grand Treasurer, which vouchers shall also be signed by the Chairman of the Finance Committee and Grand Secretary.

(E) She shall report at each annual session all Chapters in arrears for dues, or which have failed or neglected to comply with any of the provisions of this Constitution with respect to matters coming within the duties of her office.

(F) The Grand Secretary shall purchase and keep on hand such supplies as are needed by Grand Chapter and the Subordinate Chapters, paying for the same by cheque, signed by the Grand Treasurer, which shall be issued on the authority of an order signed by the Chairman of

the Finance Committee and Grand Secretary. She shall sell all such supplies to Subordinate Chapters, in the name, and for the benefit, of this Grand Chapter.

(G) The Grand Secretary shall execute and file with the Chairman of the Grand Trustees within thirty days after installation, an official bond to be furnished by a solvent and satisfactory guaranty company, authorized to transact business in Saskatchewan, in such sum as the Finance Committee shall from time to time require, conditioned upon discharge of the duties of the office, as prescribed by the Constitution, premium for said bond to be paid by this Grand Chapter.

(H) She shall provide properly prepared forms for the use of the Credential and Tellers Committees.

(I) She shall prepare or have prepared mimeographed copies of the business parts of the Worthy Grand Matron's report and the Worthy Grand Patron's report, so that a copy thereof may be supplied to each voting delegate at the time of registration for Grand Chapter Sessions.

(J) She shall receive as full compensation for services such sum as the Grand Chapter shall recommend and adopt.

### **Grand Treasurer**

Section 6. The Grand Treasurer shall execute and file with the Chairman of the Grand Trustees within thirty days of installation, an official bond, to be furnished by a solvent and satisfactory guaranty company, authorized to transact business in Saskatchewan, such company to be approved by the Finance Committee, and the bond to be in such sum as the Finance Committee may from time to time require; conditioned upon the faithful discharge of the duties of the office as prescribed in this Constitution, premium for said bond to be paid by this Grand Chapter.

(A) She shall receive all moneys belonging to

the Grand Chapter from the Grand Secretary, giving a receipt for same and keep an accurate account thereof in appropriate books, and shall pay all vouchers drawn upon such funds and under such regulations as the Grand Chapter may direct and these laws provide.

(B) She shall make an annual report of all receipts and expenditures and submit same to the Finance Committee, together with all books papers and vouchers, for examination.

(C) She shall receive as full compensation for services such sum as the Grand Chapter shall recommend and adopt.

### **Grand Conductress**

Section 7. The Grand Conductress shall be Chairman of the Committee on Fraternal Correspondence.

### **Duties of the Grand Trustees**

Section 8. Except as otherwise may be provided herein, the Grand Trustees shall have supervision over all the property and investments and custody of all securities, belonging to Grand Chapter.

(A) It shall be the duty of the Grand Trustees (a) to see that the Trust Funds of Grand Chapter are placed in a branch of a Canadian Chartered Bank under correct name and title: (b) to direct the investment of such funds as may from time to time be available as recommended by the Finance Committee and approved by Grand Chapter for investment in Dominion of Canada Bonds, or securities defined by the Trustees Act of the Province of Saskatchewan; investment shall be made in the name of the Grand Chapter of Saskatchewan, Order of the Eastern Star. Certificates covering said investment shall be placed in a Safe Deposit Box in a chartered bank: (c) to re-invest at their discretion maturing securities, or to sell securities and re-invest the proceeds, if

in the judgment of the Grand Trustees such sale and re-investment is advantageous.

(B) The Grand Trustees, as soon as delivered to them, shall immediately place the guarantee bonds of the Grand Secretary and Grand Treasurer, in the Safe Deposit Box.

(C) Any loan that this Grand Chapter finds it necessary to negotiate shall be in the name of the Grand Chapter of Saskatchewan, Order of the Eastern Star, only, and be signed for by the Chairman of Grand Trustees and the Grand Secretary and Grand Treasurer under the Seal of the Grand Chapter of Saskatchewan.

(D) The Grand Trustees through the Chairman shall report to Grand Chapter at each Annual Grand Session covering their activities as a board during the fiscal year immediately preceding the Annual Grand Session, at which such report is submitted.

### **Other Grand Officers**

Section 9. The other Grand Officers shall perform such duties as are appropriate to their several stations, and such as may be assigned by the Worthy Grand Matron or the Grand Chapter.

## **ARTICLE X**

### **District Deputy Grand Matrons**

Any Past Matron in good standing, a member of a Subordinate Chapter in the District and present at the District Meeting, is eligible for the office of District Deputy Grand Matron. The holding of, and hour and place of a District Meeting shall be decided at the Annual District Meeting.

All members of Chapters in the District who are present shall be entitled to a vote.

The District Deputy Grand Matron's duties shall commence immediately after Grand Session. She shall preside at the District Meeting, and perform such duties as the Worthy Grand Matron

shall assign; providing that there is no overlapping of the official visits of the Worthy Grand Matron and the District Deputy Grand Matron.

Following election she shall send to the Associate Grand Matron and the Grand Secretary, the name, chapter and address of the District Deputy Grand Matron-elect.

The District Deputy's necessary expenses shall be paid to the District Meeting and when making an official visit for the Worthy Grand Matron. Expense accounts to be approved by the Worthy Grand Matron before presenting to the Finance Committee. All Chapters in the District shall share the expense of holding the District Meeting.

The minute book of the District Meeting shall be forwarded direct to the newly elected District Deputy Grand Matron after the minutes of the District Meeting have been recorded.

A Charter must be present.

A majority of the Chapters in a District shall constitute a quorum.

No formal recognition shall be accorded to those who have served as District Deputy Grand Matrons.

A badge will be provided for each District Deputy Grand Matron for the year of her office, same to be turned over to her successor.

## **ARTICLE XI**

### **Special Committees**

The Worthy Grand Matron may appoint special committees to perform such duties as she may assign to them.

## **ARTICLE XII**

### **Standing Committees**

Jurisprudence	Tellers	Home Fund
Finance	Credential	

Section 1. (A) At each Annual Session, immediately following the installation of the Grand

Officers, the Worthy Grand Matron shall appoint one member of Grand Chapter to the Jurisprudence Committee, one to the Finance Committee, one to the Tellers Committee and one to the Credential Committee, who shall serve for a term of three years. The Senior member of said committee shall be Chairman; provided that each committee shall consist of at least three members.

(B) The additional members appointed to the Tellers and Credential Committee may be any member in good standing in this Grand Jurisdiction.

(C) Home Fund Committee shall consist of twelve (12) members; Two for five years — Two for four years — Two for three years — Two for two years — Two for one year. The Associate Grand Matron and the Associate Grand Patron shall "Ipso Facto" be members of this committee.

The Worthy Grand Matron shall appoint the two new members to this committee for a term of five years.

(D) This Committee shall elect a Chairman, a Vice-Chairman and a Secretary from their members.

(E) The Worthy Grand Matron shall appoint not fewer than three members on the following committees for a term of one year, the first named on each Committee to be Chairman.

Charters and Dispensations.

Appeals and Grievance.

Fraternal Correspondence.

## **ARTICLE XIII**

### **Duties of Committees**

Section 1. The Credential Committee shall prepare a register, on the form provided by the Grand Secretary, to show the following information: The name of each representative or proxy present. The name and number of each Chapter represented. The name of each Grand Officer present. The name of each Past Matron and Past

Patron present. The number of votes issued to each delegate. The Committee shall report the following information to Grand Chapter: The total number of Chapters represented, delegates and visitors registered and votes issued to delegates.

Section 2 (A) The Committee on Finance shall examine into all matters pertaining to the finances of Grand Chapter, or any projects sponsored by and approved by Grand Chapter, and shall report thereon at each Grand Chapter Session, or at any time during recess of Grand Chapter if urgency requires. To said Committee shall be referred all matters involving any appropriation or expenditures of the funds of the Grand Chapter. Except that any expenditures included in the budget which have been approved by the Grand Chapter in session require no further approval of the Finance Committee. The Chairman of the Finance Committee together with the Grand Secretary shall sign all prepared vouchers drawn on the Grand Treasurer.

(B) Take into consideration all resolutions of Grand Chapter affecting the revenue thereof as may be offered, and specifically report thereon to Grand Chapter recommending such measures as in its opinion will financially benefit Grand Chapter.

(C) Examine and compare, or cause to be examined or compared by the Auditor of Grand Chapter, the books, papers, accounts and vouchers of the Grand Secretary and the Grand Treasurer, and submit to Grand Chapter at each Annual Grand Session, a report covering the financial condition of the Grand Chapter.

(D) Present to Grand Chapter before the close of each Annual Grand Session an estimate of probable receipts and expenditures for the current fiscal year of Grand Chapter, indicating each class of expenditure under its proper heading, and to recommend such amount as in the opinion of

the said Committee shall be necessary for the expense of the Annual Grand Session of Grand Chapter.

(E) Have power to allow and order paid, the necessary expenses incurred during the recess of Grand Chapter, and shall report thereon to Grand Chapter at the next Annual Grand Session thereafter.

(F) Recommend to Grand Chapter at each Annual Grand Session, the appointment of an Auditor for the current fiscal year.

Section 3. (A) The Committee on Jurisprudence shall carefully examine all resolutions to revise, alter or amend the Constitution, Rules and Regulations of the Grand Chapter, as well as all questions of law and usage, and make report thereon in writing to the Grand Chapter.

(B) This committee in dealing with their examination of the Worthy Grand Matron's report and the Worthy Grand Patron's report at the time of the Grand Sessions, shall do so in condensed form similar to that used in General Grand Chapter.

Section 4. (A) The Committee on Charters and Dispensations must review all circumstances regarding the petition for the formation of a new Chapter as submitted to it by the Worthy Grand Patron. They shall then make their recommendations to the Worthy Grand Patron before a Dispensation may be granted for the formation of a new Chapter by the Worthy Grand Patron.

(B) This Committee shall examine the returns of Chartered Chapters and their bylaws when submitted to it, and shall note all improper informal or illegal proceedings, and report the same to the Grand Chapter with its recommendations. It shall also examine the records and bylaws of all Chapters under Dispensation, and the proceedings of the Grand Officers granting the same, note all matters that are improper or unconstitu-

tional and report to the Grand Chapter with its recommendation; and no Charter shall be granted to any Chapter under Dispensation until the Committee recommend such action.

Section 5. The Committee on Appeals and Grievances shall examine all matters of controversy and grievance, when presented to it, and report such recommendations for the action of the Grand Chapter as it may deem proper.

Section 6. The Committee on Fraternal Correspondence shall have in charge all matters of fraternal correspondence referred to it, review all the printed or written proceedings emanating from other Grand Chapters, and report to the Grand Chapter by resolution or otherwise. The Grand Conductress shall be chairman of this committee.

## ARTICLE XIV

### Revenue

Section 1. The fee for Dispensation to organize a new Chapter shall be Seventy-five (\$75.00) Dollars, which must be paid to the Grand Secretary before the Dispensation is issued. This sum shall entitle the Chapter to four copies of the Ritual, a signet, four copies of the Grand Chapter Constitution, and six copies of the Book of Instruction, and two copies of the Secret Work and Diagram of Labyrinth.

Section 2. Every Chartered Chapter shall pay annually to the Grand Secretary on or before the first day of February for each member of such Chapter belonging to it on the thirty-first day of December preceding, such sums as Grand Chapter dues as may from time to time be directed by the Grand Chapter, and no Chartered Chapter shall be entitled to representation in the Grand Chapter until such dues are paid.

Section 3. Each Subordinate Chapter shall forward to the Grand Secretary quarterly each year, names in full with date of initiation, of all mem-

bers initiated. The Grand Secretary shall make out, sign, seal and forward a Certificate of Membership, for which a charge of Fifty cents (50c) for each Certificate issued shall be made.

Section 4. All requests for Special Dispensations must be accompanied by a fee of One (\$1.00) Dollar. All monies for Dispensations received by the Worthy Grand Matron shall be forwarded to the Grand Secretary, who shall furnish a receipt therefore.

Section 5. Special Dispensations shall not be required by Chapters for changing dates of stated meetings which fall on legal holidays, Grand Chapter dates and official visits of the Worthy Grand Matron or her Deputy, Worthy Grand Patron or his deputy.

Section 6. All members of this Grand Jurisdiction attending a Grand Chapter Session shall when registering pay a registration fee of one dollar (\$1.00).

## **ARTICLE XV**

### **Annual Reports**

Section 1. Every Subordinate Chapter on or before the first day of February each year, shall send to the Grand Secretary an abstract of its proceedings, authenticated by seal, for the year ending December thirty-first preceding. Such abstract shall include names and number of those initiated, affiliated, re-instated, withdrawn, suspended, expelled and died, prefixing the title Mrs., Miss or Mr.

Section 2. Any Chartered Chapter failing to make such report and pay Grand Chapter dues without furnishing to the Grand Chapter a satisfactory excuse for the delinquency, shall forfeit its Charter, at the discretion of the Grand Chapter, and the Grand Secretary shall report such delinquency to the Grand Chapter.

Section 3. Dues must be paid to the Grand Chapter for all members on the roll December

thirty-first, although the dues to the Chapter of some of them may not have been paid, excepting members holding Honorary Life Memberships, or Life Memberships prior to May 16th, 1940, in this Jurisdiction.

## **ARTICLE XVI**

### **Formation of New Chapters**

Section 1. During the recess of the Grand Chapter, the Worthy Grand Patron may grant Dispensations, attested by the Grand Secretary, and authenticated by the Seal of the Grand Chapter, for formation of new Chapters. Such Dispensations shall expire at the next annual session of the Grand Chapter, but may be confirmed or extended at the discretion of the Grand Chapter.

Section 2. No new Chapter shall be formed in any place, where one or more Chapters exist, except by the consent of one of such Chapters.

Section 3. A petition for Dispensation to organize a new Chapter must be made upon the prescribed form, and authorized by the Worthy Grand Patron and signed by not fewer than thirty-five persons eligible to membership, at least fifteen of whom shall be women and at least ten of whom shall be affiliated Master Masons.

Section 4. The petition must be accompanied by the regular fee of Seventy-five Dollars (\$75.00). Should the Dispensation be granted, the Worthy Grand Patron, either in person or by Special Deputy, shall proceed to institute the Chapter.

Section 5. Signers of a petition for Dispensation to organize a new Chapter shall each pay not less than the minimum fee fixed by Grand Chapter, i.e., Fifteen Dollars; provided that a member of the Order holding a Demit from a regular Chapter may sign the petition and deposit the Demit with the petition and thereby become a Charter member of the new Chapter without

payment of the initiation fee. The Demit must be in the hands of the Worthy Grand Patron, or his Special Deputy, at the time of the institution of the Chapter, and all Demits shall be filed by him with the papers of the new Chapter. In the case of a Life Member or Honorary Life Member, a certificate of standing in lieu of a Demit.

Section 6. Should any petitioner, not a member of the Order, fail to be present at the time of the Instituting of the Chapter, he or she may be initiated at the first stated meeting of the Chapter. If not present at that time, he or she can only become a member of the Chapter by petition.

Section 7. No Chapter may assume the name of a living person.

Section 8. The four principal officers of the Chapter under Dispensation must be appointed by the Worthy Grand Patron, and in case a vacancy occurs it must be filled by him, upon recommendation of the petitioners for Dispensation.

Section 9. Chapters under Dispensation shall have all the rights and privileges of Chartered Chapters, except to elect and install officers and confer Honorary Membership.

Section 10. No Charter shall be granted a new Chapter until it shall have held at least three stated meetings. Charters to be numbered on the Grand Register consecutively as constituted.

### **SURRENDER OF CHARTER**

At a stated meeting with a quorum present a Notice of Motion shall be given that the Chapter surrender its Charter. Due notice, with copy of the Notice of Motion, shall be sent to all members. Motion voted on at next stated meeting.

All members suspended for non-payment of dues should be contacted if possible, and if reinstatement fee of one dollar (\$1.00) be paid, that demit be granted.

All members in good standing, except Life

Members or Honorary Life Members, shall be granted a demit. Permanent Receipt Cards cover all Life Membership.

The Worthy Grand Matron, or her Special Deputy, shall take charge of the following paraphernalia of the Chapter:

Charter

Signet

Seal

Rituals if property of the Chapter

Secret Work and Diagram of Labyrinth

Emblems and Regalia. where no request for disposal has been made by the Chapter.

All items in turn to be forwarded to Grand Secretary's office. If not possible to have a quorum present, the Worthy Grand Matron, or her Special Deputy, will take possession of the forementioned paraphernalia and notice be sent to all members of this action, and demits be granted to all members in good standing.

## **ARTICLE XVII**

### **Grand Honors**

Grand Honors are given as per Ritual Page 17.

## **ARTICLE XVIII**

### **Bible**

No business transacted at any session of the Grand Chapter or at any meeting of a Subordinate Chapter shall be legal unless there shall be an open Bible on the Altar, in the centre of the Chapter Room.

## **ARTICLE XIX**

### **Seal**

The Grand Chapter shall have a Seal of appropriate design by which all instruments issued under the authority of the Grand Chapter shall be authenticated. This Seal shall be in the custody of the Grand Secretary. The design of the Seal

shall consist of the Saskatchewan Coat of Arms within a five pointed Star within a pentagon. The words "Organized May 16, 1916," below the pentagon. The words "Incorporated March 24, 1952," above the pentagon. The words "Grand Chapter of Saskatchewan, Order of the Eastern Star," enclosed in a circle around the outer edge.

## ARTICLE XX

### Amendments

All proposed Amendments to the Constitution and Laws of the Grand Chapter of Saskatchewan must be submitted to the Committee on Jurisprudence for the purpose of determining the legality, and constitutionality of the proposed amendments and that if the amendments are found legal and constitutional, they shall be printed and sent out to the subordinate Chapters and shall be presented at the annual Session of Grand Chapter by the Chapter or persons proposing the amendments.

This Constitution and its accompanying Rules and Regulations for the government of Subordinate Chapters may be amended in the following manner only: the proposed alteration or amendment must be submitted in writing to the Grand Secretary at least ninety days prior to the Annual Session of the Grand Chapter. The Grand Secretary shall, at least sixty days prior to the Annual Session, forward a copy of all such amendments or alterations to each Grand Officer, each member of the committee on Jurisprudence and the Secretary of each Subordinate Chapter. All amendments shall, at the Annual Session, be referred to the Committee on Jurisprudence, which shall report thereon in writing. On the question of adoption, if two-thirds of those present and voting shall vote in favour of any proposed amendment, it shall take effect immediately, and all amendments adopted by Grand Chapter shall

be printed and copies for each member forwarded to Subordinate Chapters as soon after the Session as possible.

## **ARTICLE XXI**

### **Rules of Order**

#### **For Conducting Business of the Grand Chapter**

Section 1. At the Annual Session of the Grand Chapter the Worthy Grand Matron shall take the chair at eight o'clock in the evening, and if there is a constitutional number of Chapters represented see that the Grand Officers are present, fill the vacancies if any, and open the Grand Chapter in regular form.

Section 2. After the Grand Chapter is opened, the officers, members and visitors shall conduct themselves with that order and decorum which the dignity of the institution requires; they shall pay due respect to the presiding officer to whose commands they shall be attentive and obedient. No person shall be permitted to leave or enter the Grand Chapter without permission of the presiding officer.

Section 3. The business of the Grand Chapter shall be disposed of as follows:

1. Report of Committee on Credentials at 9:30 a.m. second day.
2. Election of Grand Officers.
3. Reading of the Minutes.
4. Address of the Worthy Grand Matron.
5. Address of the Worthy Grand Patron.
6. Report of the Grand Secretary.
7. Report of the Grand Treasurer.
8. Reports of Committees.
9. Unfinished business.
10. Miscellaneous business.
11. Installation of Grand Officers shall commence not later than 9 p.m. on the last day of the Grand Chapter Session.

Section 4. All motions and resolutions shall be reduced to writing, with the name of the mover

and seconder thereon, and presented to the Grand Secretary, and read, when they shall be submitted for the consideration and decision of the Grand Chapter. In all motions involving the expenditure of money, or period of time, the largest sum or longest time shall be first voted upon.

Section 5. All business reports must be disposed of before the session of the Grand Chapter is closed, except such as lie over by virtue of the Constitution, or by unanimous consent of the Grand Chapter.

Section 6. All reports of officers and committees must be in writing, and signed, if by a committee, by at least a majority of the members.

Section 7. No member shall speak more than once upon the same question, without permission of the presiding officer or the Grand Chapter, unless in explanation, or the mover in reply.

Section 8. No motion or resolution involving the expenditure of money shall be adopted until the same shall have been reported on by the Finance Committee.

Section 9. Motions to lay on the table, to reconsider, to refer to committee, for the order of the day, for previous questions, to call and to proceed to close, shall be decided without debate.

Section 10. Any member persisting in the violation of these rules of order after being called to order by the presiding officer, may be reprimanded, suspended or expelled from the Grand Chapter at its descretion.

Section 11. Parliamentary law not in conflict with these rules of order shall govern the deliberations of this Grand Chapter.

Section 12. These Rules of Order shall not be suspended except by unanimous consent, but may be amended at any Session by a two-thirds affirmative vote.

Section 13. All Constitutional provisions not included in this Constitution are hereby repealed.

## **RULES AND REGULATIONS**

**For the Government of Subordinate Chapters in  
the Province of Saskatchewan, Order of  
the Eastern Star**

### **Charter or Dispensation**

1. Every Subordinate Chapter within this jurisdiction must have a Charter from the Grand Chapter, or a Dispensation from the Worthy Grand Patron, attested by the Grand Secretary, under the seal of the Grand Chapter, and no Chapter shall be deemed or considered legal or regular without such Charter or Dispensation; nor shall Chapters outside this jurisdiction be considered legal or regular unless they hold an unreclaimed Charter or Dispensation from a Grand Chapter having jurisdiction or from the General Grand Chapter; and all communications, public or private, by Chapters of this jurisdiction, or the members thereof, with such illegal Chapters, are hereby interdicted and forbidden.

### **Seal**

2. A Chapter shall, within thirty days from the date of receiving its Charter, procure a Seal, with the name, number and location of the Chapter, and such other device as may be properly engraved thereon. No document emanating from a Chartered Chapter shall be deemed authentic unless such seal be affixed thereon.

### **By-laws**

3. A Chapter must have printed By-laws, and a copy shall be forwarded or furnished to each member. The By-laws of a Chapter cannot be suspended, but may be amended. A Chapter has the inherent right to make its own By-laws,

which shall not conflict with the Constitution, Rules and Regulations of the Grand Chapter. All By-laws must be sent in quadruplicate to the Worthy Grand Matron for her approval if from a Chartered Chapter, and to the Worthy Grand Patron if from a Chapter under dispensation. No By-law or Amendment shall be followed until so approved.

### **Ritual and Secret Work**

4. The Secretary of a Subordinate Chapter shall take a receipt for each Copy of the Secret work supplied. A retiring Worthy Patron and Associate Patron shall deliver the Secret Work to the Secretary of a Chapter who shall give her receipt therefor. The Secretary of a Chapter shall take a receipt from each officer or member to whom a ritual is loaned and give her receipt therefor upon its return. A fine of Five Dollars (\$5.00) shall be imposed upon a Chapter losing a copy of the Secret Work, or Diagram of Labyrinth.

### **Meetings**

5. The By-laws of a Chartered Chapter shall provide for a least one stated meeting each month, except, when the By-laws so provide, the Chapter may suspend meeting July and August, or January and February.

(a) The By-laws of a Chapter shall specify the day and hour for holding a stated meeting. Stated meetings shall not be postponed or adjourned and no business shall be transacted before the specified hour.

(b) A special meeting may be called at any time by the presiding officer for the purpose of conferring degrees, ceremonial observances and trials. At least five days' notice of a special meeting shall be given to each member.

(c) Notices of all meetings shall be mailed to

the Worthy Grand Matron, Worthy Grand Patron and Grand Secretary.

### Membership

6. No person shall be allowed membership in this Grand Jurisdiction in more than one Chapter at the same time, except an Honorary Member, Honorary Life Member, or a Life Member, or member in another Grand Jurisdiction.

(a) Honorary Membership.—A Chapter may elect any Sister or Brother, who is in good standing in another Chapter, who has rendered service to the Order, an Honorary Member by a two-thirds affirmative vote of the members present and voting at the meeting at which vote is taken.

Notice of motion to confer such Honorary Membership must be given in writing at a stated meeting and date on which voting on said motion shall take place inserted in Chapter meeting notice.

Such Honorary Membership does not confer the right of voting, nor can it be conferred upon a member of the Chapter in which she or he holds active membership. An Honorary Member shall sign Charter register as visitor.

It shall not be necessary for Chapters to pay per capita tax on Honorary Members.

(b) A Chapter may by by-law admit its members to Life Membership on such terms as it may determine, provided the Chapter pay into the hands of the Grand Secretary the usual annual per capita tax for such Life Members.

(c) Honorary Life Membership may be conferred on a worthy Sister or Brother by a majority vote of the members of the Chapter and present at a stated meeting. Such Chapter shall pay to the Grand Chapter the sum of Ten Dollars (\$10.00) for each Honorary Life Membership, which payment shall exempt said Chapter from further Grand dues in behalf of such a member.

Notice of motion to confer such Honorary Life Membership must be given in writing at a stated meeting, and inserted in the next Chapter notice together with the date upon which voting on the said motion shall take place.

## **Jurisdiction**

7. Between Chapters: When more than one Chapter is located in any town or city, jurisdiction over candidates for initiation shall be concurrent in all respects. In all other cases the jurisdiction between Chapters shall extend to a point half way between them.

(a) Waiver of Jurisdiction: When a petition is received from a candidate residing in a territory over which another Chapter has jurisdiction, the Worthy Matron shall order said petition to be held until a waiver is received from the Chapter having jurisdiction over such territory.

(b) Waiving Jurisdiction: When requested by another Chapter to grant a waiver of jurisdiction for a stated person, the request may be granted by a majority vote of the members present at a stated meeting.

(c) Waiver of Jurisdiction over petitioner residing in territory possessed in common by two or more Chapters can only be granted by the consent of such Chapters.

(d) Reciprocal Jurisdiction is permitted with Chapters on (or near) the borders of Saskatchewan which also have reciprocal jurisdiction. The boundary will be the same as between Chapters in Saskatchewan.

## **Election of Officers**

8. Election of Officers shall be held at a stated meeting in November.

(a) The elective officers of a Chapter shall consist of a Worthy Matron, Worthy Patron, Associate Matron, Associate Patron, Secretary,

Treasurer, Conductress, Associate Conductress, and a Trustee, all of whom shall be elected annually by a majority ballot of the members present. A Dispensation is necessary to elect a Worthy Matron, Worthy Patron, Associate Matron or Associate Patron out of time.

(b) No sister shall be eligible for the office of Worthy Matron unless she shall have been previously elected and served either as Associate Matron or Conductress and have creditably passed all five proficiency tests, when possible, except in the formation of new Chapters.

(c) Any brother in good standing is eligible for the office of Worthy Patron or Associate Patron, and any sister in good standing is eligible for the office of Associate Conductress.

(d) The appointive officers shall consist of a Chaplain, Marshal, Organist, Adah, Ruth, Esther, Martha, Electa, Warder and Sentinel, and shall be appointed by the Worthy Matron Elect. All appointive officers are equal in rank.

(e) The Secretary, Treasurer and Organist are the only officers who may succeed themselves in office, except by special Dispensation of the Worthy Grand Matron.

(f) The Worthy Matron, Associate Matron, Conductress, Associate Conductress, and the five (5) Star points must be sisters. The Worthy Patron and Associate Patron must be brothers. The Secretary, Treasurer, Chaplain, Marshal, Organist, Warder and Sentinel may be either sisters or brothers.

(g) There shall also be elected three trustees. At the first election of trustees, one shall be elected for three years, one for two years, and one for one year, and thereafter at each annual election one trustee shall be elected for a term of three years.

### **Installation**

9. The installation of officers shall take place

at the last stated meeting in December or at a special meeting in December following such last stated meeting. Re-elected as well as newly elected officers must be installed. An officer cannot be installed by proxy.

(a) The Installing Officer shall be selected by the retiring Worthy Matron. Dispensation is necessary to install Worthy Matron, Worthy Patron, Associate Matron and Associate Patron out of time.

### **Duties of Officers**

10. Section 1. The Worthy Matron shall preside at the meetings of the Chapter, except during the conferring of the degrees or at such times as she may request the Worthy Patron to preside. She shall see that the Constitution and Laws and Regulations of the Grand Chapter, and the By-laws of the Charter, are strictly enforced.

(a) She shall have in charge the Charter or Dispensation.

(b) She may call a Special meeting while the Chapter is called off, but cannot call a stated meeting.

Section 2. The Associate Matron shall perform the duties appertaining to her office, and in the absence of the Worthy Matron, shall assume her powers, duties and prerogatives.

Section 3. The Worthy Patron shall have general supervision over the affairs of the Chapter, advise and assist the other officers, preside during the conferring of degrees and at other times when requested to do so by the Worthy Matron. In the absence of the Worthy Patron, the Associate Patron or any brother may fill the chair pro tem.

Section 4. All other officers shall perform the duties appropriate to their several stations, and be subject to the order of the Worthy Matron.

Section 5. It shall be the duty of the Trustees to have general supervision of the finances and

property of the Chapter. They shall have custody of all bonds, obligations and securities belonging to the Chapter.

(a) All the property and assets, together with all moneys belonging to the Chapter entrusted to the Board of Trustees for care and investment shall at all times be subject to the direction and control of the Chapter.

(b) The Board of Trustees shall, on or before the second stated meeting in each year, make a detailed report of all moneys which have been turned over to it by the Chapter for investment, together with an inventory of all property and assets belonging to the Chapter, together with a statement showing any and all cash in its hands or in the bank.

(c) They shall examine the books and vouchers of the Treasurer and Secretary from time to time, and make an annual detailed report to the Chapter on or before the second stated meeting after Installation, or at such other times as may be deemed expedient or the Chapter may direct.

### **Vacancies**

11. After their installation vacancies in the office of Worthy Matron, Worthy Patron, Associate Matron or Associate Patron, can occur only in case of death, election to another office, failure to fulfill their respective offices for six months consecutively, removal from Chapter jurisdiction when such removal prevents the performance of their official duties, or by final judgment of suspension or expulsion.

(a) If an appointive office, the Worthy Matron may appoint another in her or his place at any stated meeting. If an elective office, it shall be filled by election by majority ballot of the members present at a stated meeting. Due notice of the meeting at which such election shall take place shall be given by the Secretary. In case

of vacancy in the office of Secretary or Treasurer the Worthy Matron shall be custodian of the books of the office. When such vacancy shall have been filled by election and such officer installed, the books shall be turned over to such officer.

### **Petition for Degrees**

12. An applicant for initiation must be a resident of this Province one year; and six months within the jurisdiction of the Chapter petitioned, immediately preceding the date of the petition. That in case any petition shall be presented to a Chapter by a resident of an adjoining Grand Jurisdiction, the Chapter receiving such petition shall immediately notify the Chapter within whose territorial jurisdiction the petitioner resides, and take no further action for thirty days from notification. No action shall be taken upon such petition without the consent of such Chapter.

(a) A rejected petitioner may petition a Chapter after a lapse of six months. The new petition must be presented in regular form.

(b) All candidates must present themselves for initiation within one year after their election. Forfeiture of initiation fees to be determined by the Chapter.

(c) Six candidates shall be the numerical limit to be initiated in one class, and all candidates must be conducted through the Labyrinth, except in the instituting of new chapters.

(d) No candidate shall be initiated the same evening as balloted upon except by Dispensation, for good and sufficient reason.

(e) By request of a Chapter in which a candidate shall have been elected another Chapter may confer the degrees upon such petitioner, if living within this jurisdiction. If an accepted petitioner moves to another Grand Jurisdiction before having the degrees conferred, the Chapter which elected her or him may ask our Worthy Grand

Matron to request the other Grand Jurisdiction to confer the degree by courtesy, provided that no request for initiation by courtesy from the Grand Chapters of New York, New Jersey or Scotland shall be entertained by this Grand Jurisdiction, as these Jurisdictions work under a different Ritual. Upon receiving the degrees the petitioner becomes a member of the Chapter in which elected. The fee by mutual agreement may be divided.

### **Petition for Affiliation**

13. Should a member affiliating not wish to demit from one Chapter until accepted in another, the Chapter to which petition is presented may ballot thereon, if petition is accompanied by a certificate of standing, but petitioner shall not become a member of said Chapter until demit has been received, unless said petitioner is an Honorary Life Member, Life Member or member in another Grand Jurisdiction in which case no demit shall be required. A member affiliating, to become entitled to the privileges of membership, must sign the by-laws.

(a) A member holding a Life Membership in another Jurisdiction need not relinquish same to affiliate with a Chapter in this Jurisdiction.

### **Restoration**

14. To restore a member who shall have been suspended for causes other than the non-payment of dues, shall require a petition which shall take the same course as a petition for affiliation.

### **Investigating Committees**

15. The investigating committee shall be appointed by the Worthy Matron in open chapter.

(a) It shall be the duty of the committee to make inquiry as to the character and standing of each petitioner. The brother on the committee shall investigate the standing of the Master Mason

who makes application, and if a woman, he shall investigate the standing of the Master Mason through whom she claims to be entitled to membership. The committee shall make its report in writing. No action shall be taken on any petition until such report has been made. If a committee fails to report within a reasonable time, the Worthy Matron may discharge that committee and appoint another, which shall report at the next stated meeting. A petitioner must not be informed of whom the investigating committee was constituted.

### **Fees and Dues**

16. No Chapter shall confer the degrees for a sum less than Ten Dollars (\$10.00), which amount shall accompany the petition.

(a) Subordinate Chapters may provide for an affiliation fee in their By-laws.

(b) The dues of a Subordinate Chapter shall not be less than Three Dollars per annum.

(c) Requests and Fees for special dispensations. See Article 14, Section 4 and 5, Page 21.

### **Ballot**

17. A ballot is taken on petition for degrees or affiliation. Balloting must take place regardless of the investigating committee's report.

(a) Only one ballot box may be used. A ballot box to be properly prepared shall contain sufficient white balls to enable all members present to vote, there shall be black balls or cubes in the ballot box in proportion of one black ball or cube to ten white balls, provided there shall not be less than six cubes (or black balls) in any ballot box.

(b) The Ballot shall be inviolably secret, without debate, and no inquiry permitted, or statement made, as to the character of any member's vote.

(c) A collective ballot may be taken in groups

of six or fewer. Petitions for degrees or affiliation may be balloted upon in the same group. Each member will use one ballot only. If the ballot be clear the Worthy Matron shall declare elected all petitioners in that group. If one or more black balls or cubes appear, the ballot shall be taken separately on each petition in that group. If the ballot be not clear on any petition, but so nearly so that the results may have been a mistake, a second and final ballot shall be ordered. A unanimous ballot is necessary to elect.

(d) Every member present shall vote, unless excused by the Worthy Matron.

### **Demits**

18. If an applicant for demit is clear on the books, and no charges pending, the Worthy Matron should ask: 'Is there any objection to granting the demit?' If no objection is made the demit must be granted. If objection is made the objector must prefer charges before the next stated meeting, and the demit withheld until that time. Application for a demit must be made in writing, signed by the applicant, and read at a stated meeting. Demitted members may visit Chapters only during one year from the date of the demit. The signature of the Worthy Matron and Secretary, together with the Seal of the Chapter, must be affixed to every demit granted.

### **Visitors**

19. The general right to visitation is recognized. Any member, while she or he may be permitted to visit, cannot demand such right. It is for the Chapter, in its discretion, either to admit or refuse admittance. An objection by a member to the admission of a visitor to the Chapter is sufficient to debar such a visitor. Such objection should be made to the presiding officer. A visitor can be vouched for only by a member

who shall have sat in open Chapter with the visitor, or by examination by a committee appointed by the presiding officer.

### **Miscellaneous**

20. It is not proper to give notice through the mail that a ballot will be taken on the application of a person named in the notice.

(a) In case of the death of a member, the Secretary must notify the Worthy Grand Matron, Grand Secretary and Grand Chaplain immediately.

(b) Children over two years of age shall not be admitted to the Chapter room during meetings or rehearsals.

(e) A Chapter must supply every new member with a copy of the Constitution free of charge.

### **Discipline**

21. If a member should violate the obligation, disclose the secret work of the Order or wilfully malign or slander members, such officers or members shall be disciplined. In a trial the members present shall decide upon the guilt or innocence of the accused, and in voting, each member shall deposit in a box a ballot upon which shall be written "guilty" or "not guilty."

(a) Information of the suspension or expulsion of a Brother by his Masonic Lodge for un-Masonic conduct, shall suspend him from the Order, without action by the Chapter, and the Secretary shall so notify the suspended member.

### **Penal Code**

22. The precepts of the Holy Scriptures should guide and govern the conduct of members of the Order, and a breach of good morals, or the violation of the laws of the country, is an offence against the principles of this Order, and should be dealt with promptly.

23. Any member who disobeys the order of

the presiding officer, or in any manner disturbs the harmony of the Chapter, must be held strictly accountable therefor, and upon a repetition of the offence, dealt with in such manner as the Chapter may determine.

24. A member of a Chapter may be suspended for non-payment of dues by the following procedure:

(a) Notice shall be served upon the delinquent to appear at a stated meeting and show cause why she or he should not be suspended.

(b) If the delinquent fail to appear, or appearing fail to show cause for such delinquency, she or he may be suspended for non-payment of dues.

(c) Upon the payment of the accrued dues, and a re-instatement fee of One Dollar, by a member suspended for non-payment of dues, she or he shall be reinstated by majority vote of the Chapter.

25. Four penalties are recognized:

(a) Reprimand.

(b) Suspension for definite time.

(c) Suspension indefinitely.

(d) Expulsion.

26 No member can be tried for any crime whatever, except upon written charges and specification, signed by the person or persons making them. Ten days' notice shall be given of the time and place of trial.

27. After trial and conviction, such member may be punished in accordance with the penalties prescribed in Section 25.

28. The provision of Section 26 and 27 shall not apply to suspension of members for non-payment of dues.

29. A member of any Chapter has the right to prefer charges, but in no case can this right be extended to one who is not affiliated with a Chapter.

(a) Charges against a Worthy Matron or a Worthy Patron for any offence not growing out of the discharge of her or his official duties must be made in writing to the Grand Matron, stating the charge or specification; if approved as to form by her she shall notify the Chapter.

(b) A copy of the charges and specifications shall be sent to the Secretary of the Chapter with instructions to serve a copy on the accused. The Grand Matron or her Deputy shall preside at the trial.

(c) In all things relating to the trial of a Worthy Matron or Worthy Patron by her or his Chapter, except as otherwise specified in these rules, the same proceedings shall be had as in the trial of other members.

30. Charges shall be presented at a stated meeting, read in open Chapter, and spread upon the record. The presiding officer shall then set a time for trial and order the Secretary to serve a true copy of the charges upon the accused, and notify her or him of the time set for trial.

31. The Secretary shall serve notice upon the accused, either in person or by registered mail, not fewer than twenty days before the day set for trial.

32. Charges shall specify with reasonable certainty the character of the accusation, and the time and place of the commission of the offence.

33. The attendance of witnesses upon either side, when members of the Order, may be enforced by summonses to be issued by the Secretary when ordered by the Worthy Matron or Chapter.

34. At the time set for trial, if the accused fail to appear in person or by counsel, or has absconded before notice was served, the presiding officer may continue the case to some future time, or appoint a competent member to appear for the accused, and hear and decide the case as

though the accused were present.

35. Should the accused appear and plead guilty to the charge and specifications, no further evidence is necessary, and the Chapter may proceed at once to fix the penalty.

36. Upon the trial of a Sister, at the request of a majority of the Sisters present, the Brethren shall retire, and upon the trial of a Brother, at the request of a majority of the Brethren, the Sisters shall retire.

37. Any affiliated member may act as counsel for the accused of the Chapter.

38. All charges must be heard and decided by the Chapter; and in no case shall this be left to a Committee.

39. The accused, when on trial, shall not be allowed to vote on any question arising out of his or her case.

40. The accused shall be a competent witness, but shall not be required by the Chapter to give evidence unless she or he offers to testify.

41. When a witness is a non-resident and cannot attend in person before the Chapter, her or his evidence may be taken before a Worthy Matron or Worthy Patron, certified by the Secretary of the Chapter, in whose jurisdiction the witness may reside; both the accuser and the accused having due notice of the time and place of taking testimony.

42. The evidence of members of the Order who may not be able to attend at the trial, and of persons not members of the Order, shall be taken in writing by a committee appointed by the presiding officer, of which the accuser and the accused shall have due notice.

(a) At the time and place appointed the committee shall proceed to take the evidence of such witnesses in writing, and after reading to each his testimony in the case, request him or her to sign the same. The evidence thus taken shall be

read before the Chapter at the time of the trial.

43. The presiding officer shall decide as to the admissibility of testimony offered and all points of law and order that may be raised.

44. In all trials the evidence must be reduced to writing and preserved by the Secretary.

45. The rules of evidence shall be, as far as applicable, the same as in the courts of law. Affirmation shall be required of witnesses.

46. Charges may be withdrawn by the accuser at any time before the vote is taken, by the unanimous consent of the Chapter.

47. After the evidence shall have been presented, and the accuser and accused, or their counsel have had opportunity to be heard, the defendant shall retire, and the Chapter shall proceed to take a separate ballot on each specification, as to whether the accused is guilty or not guilty as charged.

(a) A two-thirds affirmative vote of the members present shall be required for conviction, wanting which, conviction fails.

(b) If the accused is found guilty, penalty shall be fixed, commencing with the highest grade, until one of the penalties prescribed in Section 25 shall be determined upon.

(c) A majority vote of those present shall be required to determine the grade of punishment.

(d) Neither the vote to convict nor to fix the penalty shall be retaken.

48. Should definite suspension be decided upon, the time must be fixed upon motion, but the longest time must be voted first.

49. Should the Chapter refuse by majority vote to inflict any penalty, after having voted on each grade, the Secretary shall within three days certify the fact to the Grand Matron, who may arrest the Charter of the Chapter.

50. The Chapter that shall have tried and suspended or expelled a member may grant a

new trial in the following cases:

(a) Upon the presentation of new evidence which would to a reasonable certainty cause a change in the sentence imposed by the Chapter.

(b) When the findings of a Chapter are contrary to the evidence, law, or usage, or the penalty imposed is excessive.

(c) Application for a new trial must be made in writing, and contain a statement of the grounds upon which the application is founded.

(d) Such application must be presented within ninety days after the accused shall have been informed of the action of the Chapter.

(e) Applications for a new trial shall be addressed to the Chapter. In case a new trial shall be granted, the same rules shall govern as in the first trial.

### **Appeals**

51. The accused or any person aggrieved by the action of the Chapter in the trial, conviction and sentence, or the refusal of the Chapter to grant a new trial, may appeal to the Grand Chapter by filing with the Secretary of the Chapter within thirty days after notice to her or him of the action of the Chapter, a notice in writing of such appeal.

52. Within ten days after the filing of such notice of appeal, the Secretary shall transmit all papers and the evidence in the case to the Grand Secretary, who shall present the same to the Grand Chapter at its next ensuing Annual Session for reference to the proper committee.

53. The Grand Chapter may affirm or reverse the action of the Chapter, or may remand the case for a new trial.

54. The filing of such notice of appeal shall have the effect of staying the judgment of the Chapter until final determination of the Grand Chapter.

Nothing in these rules and regulations shall be construed as conflicting with the Ritual or Constitution and General Regulations of the Grand Chapter.

FLORA TRICK, Worthy Grand Matron.

NORMAN J. BELLAMY, Worthy Grand Patron.

Amendments adopted May 15th, 1924.

CORA B. CASE, Worthy Grand Matron.

HENRY SWAIL, Worthy Grand Patron.

Amendments adopted May 16th, 1929.

JANE C. EVANS, Worthy Grand Matron.

R. J. McCLINTON, Worthy Grand Patron.

Amendments adopted and reprinted May 18, 1933.

MAUDE TURNER, Worthy Grand Matron.

D. A. KINGSBURY, Worthy Grand Patron.

Amendments adopted and reprinted May 22nd, 1941.

CHRISTINE PHILION, Worthy Grand Matron.

JAMES O. BEGG, Worthy Grand Patron.

VIOLET M. REILLY, Grand Secretary.

Amendments adopted May, 1948.

JEAN McNAUGHTON, Worthy Grand Matron.

HERBERT E. OTTLEY, Worthy Grand Patron.

E. VIOLA MARRIOTT, Acting Grand Secretary.

Reprinted January, 1949.

Reprinted with adopted amendments May 25th, 1955.

AUDREY E. SEVICK, Worthy Grand  
Matron.

W. HARRY HICKS, Worthy Grand Patron.

CAROLINE E. SMITH, Grand Secretary.  
Amendments adopted and reprinted May, 1956.

LOUIE ZABEL, Worthy Grand Matron.

J. MURDOCK McLEOD, Worthy Grand  
Patron.

CAROLINE E. SMITH, Grand Secretary.  
Amendments adopted and reprinted April 30th,  
1958.

FERN JONES, Worthy Grand Matron.

A. J. LEIGH, Worthy Grand Patron.

ETHEL E. CARSS, Grand Secretary.



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